

Minor Use Permit: STANDARD APPLICATION

		FEES*	INITIAL DEPOSIT*	FEE CODE
DPLU PLANNING			\$2,240	4900
DPLU ENVIRONMENTAL			\$3,440	4900
DPW ENGINEERING			\$1,290	
DPW INITIAL STUDY REVIEW			\$2,890	
STORMWATER			\$1,425	
DEH	SEPTIC/WELL		\$1,078	
	SEWER		\$1,078	
DPR				
INITIAL DEPOSIT \$12,363				

VIOLATION FEE \$1,000

* **See Website:** <http://www.sdcounty.ca.gov/dplu/cost-schedule-info.html> **for average processing costs.**

NEW: Use our [Discretionary Permit Cost Guide!](#) to get an idea of how much the County portion of your project may cost.

- Please read and follow instructions Step by Step!! -

Step 1:

All forms/plans listed under **(Step 1)** must be completed, signed, scanned and saved as "pdf" files, then **submitted on CD's**. The forms have "Data Entry Form Fields" and can be completed and saved on your computer.

--- Plot Plan

[126 Acknowledgement of Filing Fees and Deposits](#)

[299 Supplemental Public Notice Certification](#)

[305 Ownership Disclosure](#)

[320 Evidence of Legal Parcel](#) **(and any deeds)**

[346S Supplemental Application Form](#)

[367 \(AEIS\) Application for an Environmental Initial Study](#)

[399F Fire Availability Form](#)

[399S Sewer Availability Form](#)

[399SC School Availability Form](#)

[399W Water Availability Form](#)

[514 Public Notice Package/Certification](#)

[524 Vicinity Map/Project Summary](#)

[581 Plan Check Pre-Application Notice](#)

[LUEG-SW Stormwater Intake Form for Development Projects](#) **(cell sites only)**

Step 2:

In addition to the electronic copies on CD, all forms/plans listed under (Step 2) must be completed, signed and submitted as Hardcopies.

- Plot Plans (see note #2): **Eight (8) hard copies.**
If in Alpine CPG area: **Eight (8) hard copies.**
If in the (USDRIP) River Way Specific Plan area: **Eleven (11) hard copies.**
[346 Discretionary Permit Application Form](#): **One (1) hard copy.**
[346S Supplemental Application Form](#): **One (1) hard copy.**
[524 Vicinity Map/Project Summary](#): **One (1) hard copy.**
[LUEG-SW Stormwater Intake Form for Development Projects](#): **Two (2) hard copies.**

All forms listed below are informational only and shall not be submitted.

These are available at: [DPLU Zoning Forms.](#)

247	Fish and Game Fees
298	Supplemental Public Notice Procedure
515	Public Notice Procedure
516	Public Notice Applicant's Guide
565	Minor Use Permit Applicant's Guide
906	Signature Requirements
Policy I-49	Distribution of Notification of Land Use Hearing
ZC001	Defense and Indemnification Agreement
ZC006	Cellular Facilities Sites Waiver of Fire Service Availability Letter (Cell Sites Only)
ZC013	Determination of Legal Parcel
ZC090Z	Typical Plot Plan

**This application requires an appointment to submit.
To schedule or cancel appointments please call (858) 694-2262.**

NOTES:

1. Save **each** whole Study, Report, Plot Plan, Map, etc., **as a single PDF file on CD(s).**
Save as many PDF files as possible on each CD. Provide two (2) copies of each CD.
2. Plot plans, elevation drawings, floor plans, etc. (must be at least 11" x 17") are to be stapled together in sets and folded to 8½" x 11" with the lower right-hand corner exposed.
3. Assume that CEQA review needs to occur for intake purposes, collect environmental deposit and AEIS.
4. Second Dwelling Units – Collect DPW fee (unless DPW waives fee).
5. Give applicant DPLU-319 (Notice of Application Sign).
6. Give applicant DPLU-382 (Flagging Procedure for Projects).
7. Inform applicant that project goes to local Community Planning Group and/or Design Review Board for recommendation.